



Allen Township Supervisors

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Bruce Frack, Chairman
Dale Hassler, Vice Chairman
Larry Oberly
Alfred Pierce
Gary Behler

Brien Kocher, P.E.
B. Lincoln Treadwell, Jr., Esq.
Ilene M. Eckhart, Manager

ALLEN TOWNSHIP SUPERVISORS MEETING MINUTES Thursday, January 14, 2016

A General Meeting of the Allen Township Supervisors was held on Thursday, January 14, 2016, at 7:00 P.M. at the Allen Township Municipal Building, 4714 Indian Trail Road, Northampton, Pennsylvania 18067. The Pledge of Allegiance to the Flag was led by Chairman Bruce Frack.

Roll Call: Bruce Frack - Present; Larry Oberly - Present; Alfred Pierce - Present; Dale N. Hassler - Present; Gary Behler - Present; Brien Kocher, PE - Hanover Engineering Associates, Inc. - Present; B. Lincoln Treadwell, Jr., Esq. - Present; and Ilene M. Eckhart - Present

Public to be Heard: No comments from the audience.

Public Hearings: No public hearings.

Approval of Minutes: Mr. Oberly made a motion to approve the minutes of December 2015 as presented, seconded by Mr. Behler. On the motion, by roll call vote, all Supervisors present voted yes.

Reports

A. Treasurer: Mr. Hassler made a motion to approve the Treasurer's Report and pay the bills; seconded by Mr. Pierce. On the motion, by roll call vote, all Supervisors present voted yes.

B. Solicitor: On file.

i. Mr. Treadwell requested a brief executive session to update the Board on a legal matter.

C. Engineer: On file.

i. **Northampton Industrial Park Sewer Capacity Reservation:** Mr. Kocher provide a timeline and response received from the applicant which requested 43,000 gallons per

day. Mr. Kocher indicated that there is no projected end user, but only a basis of employees. Additionally, Mr. Kocher indicated the calculation of the tapping fees is not clear and he asked the applicant for further explanation (today) but with no response. Mr. Treadwell explained the agreement is worded that if you underestimate the usage, you will need to pay the difference and the agreement expires the end of 2016. Mr. Pierce did not care how the calculation is being presented the fee for tapping will remain the same. Mr. Treadwell was agreeable to offer of capacity for edu (at 228 gallons per day) calculated at \$4,000 with a provisions that will have to be agreed to based on actual flows. Mr. Kocher indicated he issued a draft availability of public sewer letter that could be adjusted per the Solicitors guidance. Mr. Pierce explained that the EDU presumes a house, just because they connect doesn't mean they can dump whatever they want, they need to pay for the capacity they are using, also there is no refund provision nor may the user sell the capacity to another user. Mr. Treadwell indicated with the capacity expiring at the end of 2016, the numbers may change and a provision is required in the agreement. Mr. Pierce made a motion to approve 43,250 gallons per day sewer capacity at a rate of 189 EDU at \$4000 per unit for Northampton Industrial Park; seconded by Mr. Oberly. On the motion, by roll call vote, all Supervisors present voted yes.

ii. High Meadow – Spring Hill Road “Hammerhead” Turnaround: Mr. Kocher raised two points regarding the proposed hammerhead: 1.) the location to the east and 2.) the proposed length not complying with liquid fuels funding. Mr. Hassler felt that if the location would be adjusted nearer to the existing pipe to create a typical cul-de-sac. Mr. Kocher raised the point of the opportunity of getting rid of the pipe. This issue will be discussed with the property owner (Schwartz) and returned to the Board for consideration.

D. Zoning Officer: On file.

E. Code Enforcement: On file.

F. Road Superintendent/Public Works Leader: On file.

i. Truck Replacement Order – COSTARS Hondru Ford Proposal: Mr. Hassler made a motion to proceed with ordering the truck from Hondru Ford at a cost of \$56,378; seconded by Mr. Behler. On the motion, by roll call vote, all Supervisors present voted yes.

ii. Map Decisions – Mapping and Inventory Program: Mr. Behler made a motion to adopt the proposal/subscription in the amount of \$3,499.00; seconded by Mr. Pierce. On the motion, by roll call vote, all Supervisors present voted yes.

iii. Lawn Care Conference – Spray Applicators Training: Mr. Hassler made the motion to allow Tom Gogle to attend the Training to retain his certification; seconded by Mr. Behler. On the motion, by roll call vote, all Supervisors present voted yes.

G. Fire Company: On file.

H. Emergency Management Coordinator: On file.

I. Nazareth COG Report: On file.

J. Parks: On file.

K. First Regional Compost Authority: No new information to report since last Authority meeting.

Unfinished Business

A. PennDOT Winter Services Agreement – 2015-2016 Payment: Ms. Eckhart reported that the Executive Director of District 5 has indicated that the payment which was to be received by Allen Township by November 15th, pursuant to the agreement, is currently in process in the Comptrollers Office and should be received within thirty days.

B. Intermunicipal Sewer Service Agreement – Capacity Negotiations: Mr. Treadwell explained the renewal of the agreement and the requested option of a developer to pay for capacity in pieces. Mr. Hassler made a motion to authorize our representatives as Messrs. Oberly and Frack to arrange a meeting with Northampton Borough to discuss the sewer agreement; seconded by Mr. On the motion, by roll call vote, all Supervisors present voted yes.

New Business

A. 2016 Budget Amendment: Ms. Eckhart presented four main issues which should be addressed by the Board as follows:

Regarding the grass cutting issue; Mr. Oberly felt that the Board should consider an additional full-time position to address the work of cutting grass. Mr. Oberly felt that the savings of the cost of the part-time summer workers would be off-set by the full time position. Mr. Hassler felt this should be considered as a laborer position not an equipment operator/utility. Mr. Pierce did not feel that putting one person in a lower position would be helpful for morale. Messrs. Hassler and Pierce tended to agree on an apprentice type timing increment to the equipment operator/utility position. Mr. Hassler felt adding one new person added in 2016 would be a starting point and perhaps add an additional employee in late 2016, early 2017.

Mr. Pierce questioned if the Board was seeking to go back to five public works employees. Mr. Oberly made a motion hire a laborer with a opportunity to be advanced in the future and look for an additional position in the future; seconded by Mr. Pierce. On the motion, by roll call, all Supervisors present voted yes.

Mr. Oberly made a motion to authorize the Manager to proceed with the Comprehensive Plan (based on the Hawk Valley Associated, P.C. proposal of 49,960.00) review spread over two budget years, if possible; seconded by Mr. Pierce. On the motion, by roll call vote, all Supervisors present voted yes. Ms. Eckhart will present a revised draft.

B. Municipal Waste and Recycling – vacant property procedures: Ms. Eckhart discussed the issues with vacant properties and the Municipal Waste and Recycling billing. Ms. Eckhart is looking for policy on how to handle vacant properties. Mr. Oberly would like to see the wording in the contract before a decision can be made. Ms. Eckhart made the Board aware of the complaint from a resident regarding the Official Payments credit card payment convenience fee and that the Township does not collect the fee. The website has been updated to state that Township does not collect the fee and that is a fee from Official Payments for the service.

Public to be Heard: No comments from the audience.

There being no further business the meeting adjourned at 8:30 P.M.

Respectfully submitted,

Ilene M. Eckhart